

Macomb Community Action Advisory Board
Full Board
March 10, 2009

The Macomb Community Action Advisory Board met on Tuesday, March 10, 2008 at the Macomb County Health Department, 43525 Elizabeth Road, Mt. Clemens MI 48043.

MEMBERS PRESENT:

Mary George, Chair
Denise Amenta
Commissioner Sprys
Laura Johnson
Debi Schroeder
Jessica Cheshire
Pastor Mack
Tammy Patton
Commissioner Flynn
Eudora McKinney
Alice King
Michael Bruci
Betty Slinde

MEMBERS EXCUSED

Norman Bordo
Hazel Rivers
John Bierbusse
Commissioner Torrice
Fran Sturtz
Peggy Kennard
Ron Chriss

STAFF PRESENT:

Frank Taylor
Mary Solomon
Madeleine Olszak
Holly Ehrke
Kathleen Nicosia

I. Call to Order/Pledge of Allegiance

The meeting was called to order by Chair George at 12:00 p.m.

II. Determination of a Quorum

It was determined that a quorum was established with 13 members present.

III. Approval of the Agenda

Ms. Amenta stated there was an additional item to add to the agenda. Under Program Planning & Evaluation Committee Report - Agenda Item number 5 – Head Start Self Assessment 2009.

Betty Slinde, supported by Tammy Patton, made a motion to approve the Agenda with the addition of the Head Start Self Assessment 2009, under Program Planning & Evaluation Committee Report – Agenda Item number 5. Motion carried.

IV. Approval of December 9, 2008 Minutes

Denise Amenta, supported by Debi Schroeder, made a motion to approve the December 9, 2008 Minutes. Motion carried.

V. Public Comment

Chair George stated that this committee operates under the Open Meetings Act and asked if anyone was present who wished to address the Committee. There being no one present requesting this privilege, Chair George proceeded with the meeting.

VI. Chairperson's Report – Mary George presented:

1. Advisory Board Update

- MCAAB Roster Update

Ms. George introduced the new members of the MCAAB Board.

- Laura Johnson from Department of Human Services. Ms Johnson is replacing Linda Girolamo.
- County Commissioner Sprys from District 26.
- Michael Bruci – Head Start Policy Council member.
- Committee Assignments

Ms. George stated that in the packet was the list of members and their assigned committee for 2009. If any member has a concern as to what committee they are on, please contact her.

- Committee Responsibilities

Ms. George stated the Committee Responsibilities information was in the packet. She asked the new members to sign the form and return to Holly.

Mr. Taylor explained that 7 MCAAB Board members are appointed by Board of Commissioner Chair, Paul Gielegem. These members do not have to be approved by the MCAAB Board. The remaining 14 members must be approved by the MCAAB Board.

Commissioner Flynn requested Board members introduce themselves.

VII. Committee Reports

Executive Committee Report – Mary George reported:

1. Recommendation to Approve MCAAB Board Member

Ms. George presented Michael Bruci for Board approval to serve on the MCAAB Board – Consumer Sector. Mr. Bruci is a Head Start parent and is a member of the Head Start Policy Council. He has two children and a stay at home father. He also served in the United States Marine Corps and is a disabled veteran.

Commissioner Sprys, supported by Tammy Patton, made a motion to approve Michael Bruci to serve on the Consumer Sector of the MCAAB Board. Motion carried.

2. Recommendation to Receive Community Services Block Grant (CSBG) Earned Income Tax Preparation (EITC) Grant Funds

Betty Slinde, supported by Commissioner Sprys, made a motion to receive the Community Services Block Grant (CSBG) Earned Income Tax Preparation (EITC) Grant Funds. Motion carried.

3. Recommendation to Receive the Department of Human Services/TANF Tax Preparation Assistance Grant

Tammy Patton, supported by Denise Amenta, made a motion to receive the Department of Human Services/TANF Tax Preparation Assistance Grant. Motion carried.

4. Recommendation to Receive Additional Individual Development Account (IDA) Funds

Commissioner Flynn, supported by Pastor Mack, made a motion to receive the additional Individual Development Account (IDA) Funds. Motion carried.

5. Recommendation to Receive the Department of Human Services/MPSC Home Energy Deliverable Fuel Assistance Funds

Eudora McKinney, supported by Denise Amenta, made a motion to receive the Department of Human Services/MPSC Home Energy Deliverable Fuel Assistance Funds. Motion carried.

6. Recommendation to Approve MCAAB By-Laws with Revisions

Debi Schroeder, supported by Laura Johnson, made a motion to approve the MCAAB By-Laws with revisions. Motion carried.

7. Recommendation to Receive and File Work First Contract Audit Report

Denise Amenta, supported by Eudora McKinney, made a motion to receive and file the Work First Contract Audit Report. Motion carried.

Budget Committee Report – Jessica Cheshire reported:

1. Recommendation to Revise Financial Procedures Manual - Procurement Process

Commissioner Sprys asked if the section on Affirmative Consideration of Minority, Small Business & Women-Owned Businesses (page 49) complies with State Laws.

Mr. Taylor stated he will research that section and provide information at the next meeting.

Commissioner Flynn, supported by Eudora McKinney, made a motion to approve the Revised Financial Procedures Manual - Procurement Process. Motion carried.

2. Recommendation to Receive and File Budget Summary Report

Denise Amenta, supported by Eudora McKinney, made a motion to receive and file the Budget Summary Report. Motion carried.

3. Recommendation to Receive and File Special Assistance Grants Progress Report

Debi Schroeder, supported by Commissioner Flynn, made a motion to receive and file the Special Assistance Grants Progress Report. Motion carried.

4. Recommendation to Receive and File Cash Donations Report

Commissioner Sprys, supported by Tammy Patton, made a motion to receive and file the Cash Donation Report. Motion carried.

5. Recommendation to Receive and File Five Year Comparison on Major Funding Sources

Denise Amenta, supported by Michael Bruci, made a motion to receive and file the Five Year Comparison on Major Funding Sources. Motion carried.

Program Planning & Evaluation Committee Report – Denise Amenta Reported:

1. Recommendation to Receive and File Program Reports for October, November, December 2008 and January 2009.

Eudora McKinney, supported by Tammy Patton, made a motion to receive and file the Program Component Reports for October, November, December 2008 and January 2009. Motion carried.

2. Recommendation to Receive and File Results Oriented Management & Accountability (ROMA) FY 2009 First Quarter Report

Mr. Taylor stated there will be an orientation on Results Oriented Management & Accountability (ROMA) at a future date.

Pastor Mack, supported by Tammy Patton, made a motion to receive and file Results Oriented Management & Accountability (ROMA) FY 2009 First Quarter Report. Motion carried.

3. Update on Preparation for the Head Start Peer Review – (packet previously distributed at prior Committee Meetings)

Ms. Nicosia reported:

- The date for the Head Start Peer Review has not been announced yet.
- She stated at the MCAAB Committee level, the packet for the Peer Review was distributed to MCAAB members and reviewed.
- On February 25, 2009, staff participated in a Risk Management telephone conference call.
 - Items discussed were the Head Start Program's strengths, challenges, fiscal issues, children's mental health and dental issues, and staff turnover.

4. Receive and File Head Start Policy Council Report

Ms. Patton presented the Head Start Policy Council update.

- Ms. Sturtz explained the Jet Plus 2 program and distributed flyers on the "College for Kids" program.
- Eligible resumes for Substitute Teachers and Aides were reviewed.
- The Council approved the priority grid changes for children enrollment eligibilities.
- Community Assessment parent surveys were mailed.
- Ms. Nicosia presented the Peer Review questions.
- Policy Council approved the Head Start By-laws. The approved By-laws will be presented to the MCAAB Board for approval.
- Parents have submitted recipes for the Cookbook.
- Paul Laquinta announced he will be resigning as Vice Chair due to work conflicts.
- She announced the Dress 4 Less Sale. The Sale will be held on March 20, 2009 at the Clinton Township Senior Center Gym, 40700 Romeo Plank Road in Clinton Township.

Debi Schroeder, supported by Jessica Cheshire, made a motion to receive and file the Head Start Policy Council report. Motion carried.

5. Head Start Cumulative Summary – Self Assessment 2009

Ms. Amenta presented the Head Start Cumulative Summary – Self Assessment 2009. She stated the summary provides information on the strengths and identified areas for improvement in the Head Start Program.

Pastor Mack, supported by Alice King, made a motion to receive the Head Start Cumulative Summary – Self Assessment 2009. Motion carried.

X. Director's Report

1. Update on American Recovery Act 2009

Mr. Taylor presented an update on the American Recovery and Reinvestment Act which will increase funding for:

- Weatherization Program – funding will be increased to 7.8 million and 1,130 homes will be weatherized.
- The Head Start Program
- The Community Services Block Grant
- The Senior Nutrition Program
- Emergency Food Program
- The Homeless Program

Mr. Taylor stated that the funding for MCCSA could increase from 15 million to 25 million. As information becomes available he will update the Board.

2. Update on 2009 County Budget Appropriation

Mr. Taylor distributed information on the County Funds Budgeted/Expended.

He stated:

- The Chore Program will continue to operate. Funding has become available.
- The North and South Action Centers will not be closed due to the American Recovery Act. Additional personnel will be hired.
- With the American Recovery Act, funding from the County may be returned. Funding from the American Recovery Act will be used first.

XI. New Business/Emerging Issues

There was no New Business/Emerging Issues.

XII. Announcements

Mr. Taylor announced:

- Head Start is observing March Reading to Me Month. Various community representatives will read to the children in Head Start classrooms.
- March for Meals for Senior Nutrition's Meals on Wheels Program has begun. Representatives from the community are delivering meals to homebound seniors.
- Macomb Food Program Elimination Raffle will be held Wednesday, March 11, 2009 at the Italian American Cultural Center. Baker College is sponsoring the event.
- Walk for Warmth was held February 21st. To date, \$28,500 has been collected.

Commissioner Flynn announced:

- On March 29th there will be a pancake breakfast for the Macomb Homeless Coalition at Applebee's on Van Dyke. The cost is \$6.00 per person.
- The Board of Commissioner's Full Board meeting is March 26th.

Ms. Amenta announced the “Spring for the Homeless” Benefit Dinner on Thursday, April 30, 2009. The Benefit Dinner will be held at DeCarlo’s Banquet & Conference Center in Warren.

Ms. Amenta stated that a future MCAAB Full Board Meeting could be hosted at St. Mark Catholic Church in Warren.

Ms. Patton suggested having MCAAB Meetings held at area schools. This would help support schools in the community.

XIII. Next Full Board Meeting – June 9, 2009 at Macomb County Health Department

XIV. Adjournment

Pastor Mack supported by Betty Slinde, made a motion to adjourn at 1:15 p.m. Motion carried.

Respectfully Submitted

Holly Ehrke, Secretary